

COMMITTEE ON JOINT SCHOOL BUILDINGS

March 28, 2006

5:15 PM

Chairman Beaudry called the meeting to order.

The Clerk called the roll.

Present: School Committee Members Beaudry, Herbert, Gelinas and
Alderman Roy

Absent: Aldermen Thibault and Forest

Messrs.: T. Clougherty, A. Jeffries, W. Sanders

Chairman Beaudry addressed Item 3 of the agenda:

Update on the School Facilities Improvement Project.

Tim Clougherty, Chief Facilities Manager stated I will have Allan Jefferson with DMJM give us a brief status on progress that we have made over the past month and then I will talk about what we have coming up in the next month.

Allan Jefferson, DMJM, stated a brief review of this past month's history, quad gate installation at Central High School is nearly complete. West High School roof drain installation – they had to supplement the existing roof drains by adding nine more. That is nearly complete. That was primarily executed over February vacation. At Memorial High School the boiler installation is nearly complete and the interior renovation is nearly complete. Hillside, Southside and Parkside the final MEP is ongoing there as well as punchlist activities. A majority of the elementary schools are in various stages of punchlisting with the exception of Bakersville, Wilson and Beech, which are still having some final MEP work executed. I will now turn it back over to Tim Clougherty.

Mr. Clougherty stated over the next month and the next few months actually we are working with Gilbane to try to get a finalization schedule on when we will be closing out some of these schools. I have a few different reports if it please the Chair and Committee. We were asked for some information relative to project completion, where we stand relative to punchlisting and where we stand in talking about meetings with our end users, our principals and our School Administration.

I also have a report that outlines each change order and exactly where it stands whether it is approved, waiting to be approved, under review or items that we expect to see that have not been submitted. I believe these to be some of the items that were requested at last month's meeting although we were trying to figure out exactly the best way to present it. I apologize that this didn't make it into your agenda. I think we just learned about the meeting Thursday or Friday of last week so not all of this got in. I will give it to the Clerk to handout and we can either talk about it tonight or at next month's meeting. Whatever your pleasure is, Mr. Chairman.

Chairman Beaudry stated I know that Alderman Roy and also myself have some questions on some of the completion periods and what was in the change orders. What would you like to do, Alderman Roy? Do you want to take a look at that first and wait until the next meeting or do you want to...

Alderman Roy interjected I have extreme concerns about how these buildings are wrapping up so if some information is available then the sooner the better. I would like to note that another meeting is going by without a Gilbane representative.

Mr. Clougherty stated we appreciate you taking note of that. What we are also going to do that we don't have but I want to give you representative copies of punchlists and what is outstanding. We don't have those with us tonight. We will make those and I will make sure that they are distributed in the next week or so. I will just pick a couple of elementary schools, a middle school and a high school so that everyone has a good idea of where we stand as far as the punchlist process goes. One of the reports that you are seeing is Program Wide School Punchlist Status and that represents a percentage of completion for where we have punchlisted a school. It doesn't represent the actual punchlist being completed but we have walked through and done kind of a once over and provided a list to Gilbane with Gilbane of outstanding items. That is just where we stand from an overall completion of punchlisting, not actually finishing the punchlists.

Chairman Beaudry stated just so I am clear and the audience is clear if we look at that sheet and it says...well they all say 1 of 1 but the Program Wide School Punchlist status list – Central High School 98% complete. That means that you have walked around the building and 98% of that punchlist is complete?

Mr. Clougherty responded it doesn't mean that Gilbane has actually completed the items that we have generated. We have generated 98% of the list that we need to complete at that facility.

Chairman Beaudry asked so when you start going through the punchlist and repairing the items, where will that show.

Mr. Clougherty answered that is the list that I talked about not having this evening that we will circulate. We will pick a couple of representative elementary schools, a middle school and a high school and we will either make that available to the Clerk's Office electronically or get it into the Committee's hand in some form or fashion.

Chairman Beaudry stated I know I asked this last night at our Building & Sites meeting but I would probably like to have you say it again, when we look at substantial completion you can have two or three schools that are substantially complete but you don't...the project itself isn't substantially complete until all of the schools are finished or is there a percentage that has to be done before you consider the total project substantially complete.

Mr. Clougherty responded the context that we were contemplating last night had to do with executing additional work as I recall. None of the schools are currently substantially complete. As far as substantial completion or completion of the overall project, there are contractual provisions for saying that the project is finally complete and requires sign-off from a representative of the Department of Public Works, which would be Frank Thomas as well as Kevin Clougherty to say that everything is complete. At this point no individual school is substantially complete so our ability to continue to execute work is still there, at least in my opinion.

Chairman Beaudry stated we are still digesting that and will probably have some questions later on. The one thing that I will bring up at this point unless...do you have more to bring to us?

Mr. Clougherty responded there were items for your consideration that should have been included with the agenda for Beech Street elementary school.

Chairman Beaudry stated I don't have any action items on my sheet.

Mr. Clougherty asked do you have these construction change authorizations. There should be three of them.

Chairman Beaudry asked so you are requesting a motion to accept the change orders on...I am trying to look at what change order number it would be.

Mr. Clougherty stated we would request a motion to accept the change order that is included, which is change order #21, which was executed. Then there are three

construction change authorizations that are for consideration of the Committee that we can speak about individually. There is one for new bleachers at Beech Street elementary school. There is one for a new metal sign and aluminum storefront at the entrance and there is one for installation of resilient stair treads and landings at four stairways at that location.

School Committee Member Herbert moved to approve change orders for Beech Street elementary school as follows: \$24,377 for resilient stair treads and landings in the four stairways; \$24,378 for new bleachers; and \$16,373 for a new metal sign and aluminum storefront at the entrance. School Committee Member Gelinas duly seconded the motion. Chairman Beaudry called for a vote. There being none opposed, the motion carried.

Chairman Beaudry stated now the change order that was already done you need a motion for that.

Mr. Clougherty stated I don't think you formally need to make a motion but I think just to have for the record that you recognize that it was processed and received by the Committee. That would be change order #21.

On motion of School Committee Member Gelinas, duly seconded by School Committee Member Herbert it was voted to approve change order #21.

Chairman Beaudry asked do you have anything else before...I want to bring up what we talked about last night Tim. I know that our Building & Sites Committee has gotten the information but the Aldermen, I don't believe have. That is the change order for Pelmac/Channel One that has to be approved. Did you want that done tonight? Do you want to talk about it?

Mr. Clougherty stated the Pelmac issue as well as the three change orders that were just approved would be monies that would have to come out of contingency. I think that this Committee needs to approve that. I don't have the information with me from last night. It is approximately \$14,000 for additional work that was performed to the security system at Central High School. I know the Building & Sites Committee acknowledged their support of that through the contingency fund but I believe this Committee is the proper authority to actually allocate that funding from contingency.

Chairman Beaudry stated that is why I want to bring it up because we are on the only group that can expend money. The Clerk is making copies of the change order from last night. While he is doing that, I know I questioned it last night and I would like to further question or make a statement that I know that you are in charge...you are the engineer in charge of this program and everything should be

filtered through you. What upsets me is that we have a bill that you were basically unaware of that was charged through Pelmac but didn't go through you or through Gilbane. My understanding and I respect Mr. Robidas but there should be a chain of command in the project so that we are not incurring a double cost. My understanding is that if that would have come to you you could have gone to Gilbane and had that situation mitigated and had them pay for it where now we are taking money out of contingency. I have a concern with that and I would hope and I don't know how we can convey this but when anybody is looking at hiring any contractors for this job that they go through you so at least you are in the loop of what is going on. If I have said anything that is inaccurate, please respond to that.

Mr. Clougherty responded I appreciate your support. There was some difficulty with the receipt of those invoices after the fact. I think some better planning could have been contemplated in order to procure the services differently either through Gilbane or by other means through Gilbane. Like I said I appreciate your support. Mr. Sanders and I have consulted and we are going to be...I know on our end we will be instituting some financial controls to insure that that doesn't happen in the future so that we are not faced with bills that are outstanding that neither of us were aware of.

Chairman Beaudry asked is there anything that this Committee can do in the form of a motion or anything that can support that or is it just that you are going to take care of it with Mr. Sanders.

Mr. Clougherty answered I think the statements you have made sum it up pretty fairly. I need to know about all of the expenses with the project. We are in charge of the project fund and send the requests for payments directly to the trustee so it is of paramount importance that we understand all of the expenses that are outstanding. Like I said we are going to institute some controls on our end and I think if I said anything incorrectly Mr. Sanders would step forward.

School Committee Member Gelinas stated not to sidetrack the administration but the question is for Mr. Sanders. I just thought of this as we were speaking and if I had thought of it sooner I would have given you a heads up on it but are you aware of anything at this time where we may run into this problem again? You don't have a crystal ball of course but is there anything out there that you foresee that might be coming forward?

William Sanders, Business Administrator, stated similar to the Pelmac matter that you are considering this evening, no, I am not. At least not anything that is significant. There still could be one or two invoices out there where Pelmac has

done work that they have been compensated for but nothing comes to mind at the moment.

School Committee Member Gelinas asked are you folks working on some kind of policy between yourselves or is it something that we are going to need to see beforehand.

Mr. Sanders stated I think our procedure, if I could call it that, is more that and I think Mr. Robidas should be included in that because he understands now that as malfunctions occur in the security systems and Pelmac is the vendor that goes to identify what is the cause of the malfunctions some of these costs were incurred because they went out to determine what the malfunction was and found it and fixed it without going through the process of coming back to Mr. Robidas who would then go to Mr. Clougherty and myself to insure that the proper contact was made with Gilbane. Pelmac just took it upon themselves to fix the malfunction while they were there. Mr. Robidas understands as I do that the procedure needs to be that the service person comes back to Mr. Robidas who will inform Mr. Clougherty and myself to insure that we dot i's and cross t's with Gilbane before Pelmac does anything.

Chairman Beaudry stated at this time I would like to entertain a motion that we accept and pay the \$14,124 to Pelmac for the work that they have done already.

On motion of School Committee Member Herbert, duly seconded by School Committee Member Gelinas, it was voted to approve the payment of \$14,124 from contingency to Pelmac for upgrades, repairs and reconfigurations to various school security systems as a result of the design-build project.

Alderman Roy stated in looking at the punchlist status list that we were given this evening, Memorial High School at 60%, it seems like everything else is at 98% or 100% Tim. Are there any major problems at Memorial that we should be aware of? That number just seems out of skew.

Mr. Jefferson stated at Memorial there are some areas of mechanical scope primarily that they are still in the process of executing. Therefore, since those spaces have not been ready to undergo punchlist activities through the City and DMJM they have yet to be scheduled.

Alderman Roy asked what was the completion date that was scheduled for Memorial.

Mr. Clougherty answered that was the same as West and Central – August 28, 2005.

Alderman Roy asked and the penalty for them going over those completion dates.

Mr. Clougherty answered that is \$1,000/day per location.

Chairman Beaudry stated at this time I would like to recess the meeting to meet with legal counsel.

Chairman Beaudry called the meeting back to order.

Alderman Roy stated there was quite a bit of discussion about what information was getting to the Aldermen. Instead of just sending the update can we send a full copy of the minutes or a full copy of this report – all updates and all change orders so that all Aldermen receive this full package.

Deputy City Clerk Johnson responded I just explained to the Chairman that I would work with Paula on retooling the agenda for this Committee so the reports going out are more complete.

Alderman Roy stated I just want the Aldermen to get their fair share of information.

On motion of Alderman Roy, duly seconded by School Committee Member Herbert it was voted to accept all reports and forward them to the full Board of Mayor and Aldermen.

There being no further business, on motion of School Committee Member Gelinas, duly seconded by Alderman Roy, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee